

## Job Vacancy – Quarry Manager

Cotswold Natural Stone is an established, growing company with an enviable reputation among clients and the construction/stone industry. We are a small, dynamic team who pride ourselves on a high level of customer service and quality. This position is based at our quarry in Gloucestershire.

Reporting to the company Directors, the successful candidate will have strong organisational and management skills, with a proven work history of quarrying operations. This includes extraction and restoration, and technical knowledge of fixed and mobile plant.

The role will suit a self-motivated individual with the ability to manage and organise the operational team. You will need to demonstrate an understanding of engineering and statutory responsibilities and have a strong understanding of all aspects of Health & Safety and Environmental legislation. The successful candidate will hold full QR99 Reg 8.1c responsibilities.

You will need to possess the ability to communicate at all levels of the business, be a team player, and be committed to delivering our company values.

### **Roles and responsibilities:**

- Examine the materials produced to ensure that a high quality of product is maintained
- Closely monitor all areas of the quarry including safety and output, and ensuring that extraction and processing work is carried out to the highest standard
- Ensure that key government Health & Safety legislation is implemented throughout the site
- Undertake regular site inspections and risk assessments in order to comply with all Health & Safety regulations
- Keep up-to-date with relevant government legislation and industry developments
- Maintain up-to-date records and deal with a range of paperwork
- Develop inspection systems and checklists
- Check that all vehicles on site are maintained to a good standard
- Liaise with staff on site and deal with any technical or staffing challenges that arise
- Liaise with the operation and sales teams
- Write development proposals and reports
- Manage and recruit staff.

### **Requirements / Skills / Qualifications**

- 8.1c Qualification, SHE NVQ Level 4, or 3
- Excellent awareness of current health and safety, and environmental legislation
- Excellent understanding of the Quarries Regulation 1999 and ACOP
- A good understanding of plant and machinery, including maintenance and planning
- Excellent communication and influencing skills
- Leadership qualities and team building skills



# Cotswold Natural Stone

- Ability to think strategically and to problem solve
- Commercial awareness
- Good IT skills
- Flexible approach to work
- Good business and management skills
- Ability to tolerate noisy, dirty, and uncomfortable working environments at times.

**Location:** Naunton, Cheltenham, GL54 3AY

**Hours:** 40hrs per week

**Salary:** Competitive

If you are interested in applying for this role, please send your CV and a covering letter to [shelley.birds@cns-group.co.uk](mailto:shelley.birds@cns-group.co.uk). Closing date for applications is 29th April 2022.